

**TOWN COUNCIL
WORK SESSION MEETING**

Monday, August 5, 2019
7:30 pm
Municipal Building

Agenda

1. Call to Order
2. Roll Call of Council
3. Moment of Silence
4. Pledge of Allegiance to the Flag of the United States of America
5. Approval of Agenda
6. Approval of the Meeting Minutes (Meeting Minutes for July 17, will be presented at August 21, 2019 meeting)
7. Public Period (limit 2 minutes for each speaker)
8. Report of Officers and Committees
 - I. Town Treasurer Report
 - II. Ombudsman/Police Chief Report
 - III. Town Administrator Report
 - IV. Council Report (Ward I; Ward II; Ward III)
 - V. Mayor's Report
9. Legislation
10. Closed Session
11. Business
12. Adjournment

**Town of Forest Heights
Treasurer's Report
August 5, 2019**

- Updated -

	Bank Acct Balance <u>08/02/19</u>	Quickbook Balance <u>07/31/19</u>	Quickbook Balance <u>07/31/18</u>
TD Bank General Fund	309,844.85	265,155.27	261,877.74
TD Bank Rainy Day Fund	157,132.40	157,132.40	154,132.40
TD Bank Speed Camera	2,624,761.90	2,624,761.90	2,286,786.13
TD Bank Municipal Money Market	213,364.59	213,364.59	213,364.59
	<u>3,305,103.74</u>	<u>3,260,414.16</u>	<u>2,916,160.86</u>

General Fund Highlights:

1. Transfer to General Fund from Speed Camera Account - \$300,000.00
2. Real Estate Tax distribution - \$654.72
3. Income Tax distribution - \$5,895.31
4. LGIT Grant for Police Dept training - \$1,636.00
5. GOCCP SAPP Grant 4th Quarter payment - \$13,264.50
6. Comcast Franchise Fee received - \$3,825.46
7. M-NCPPC Grant FY 2019 payment - \$10,000.00

TOWN OF FOREST HEIGHTS
AUTOMATED SPEED ENFORCEMENT OMBUDSMAN
July 2019
Ombudsman Report
Ronald B Govan

For the month of July, the Town of Forest Heights had

- 4 Transfer of liability
- 9 Late fee requested
- 4 Late fee requests granted
- 5 Cancel citation

FOREST HEIGHTS POLICE DEPARTMENT JULY REPORT

CALLS FOR SERVICE

Incident Type	Total
911 DISCONNECT	39
ACCIDENT	8
ADDED INFORMATION	1
ANIMAL COMPLAINT	4
ARMED PERSON	4
ASSIST	4
ASSIST FIRE EMS	1
ATT SUICIDE COMBINED	2
BREAK IN IN PROGRESS	2
CHECK WELFARE	2
CHECK WELFARE COMBINED	3
DISORDERLY	13
DOMESTIC	2
ESCORT	1
FAMILY DISPUTE	5
FIGHT	1
FRAUD	3
GUNSHOTS	2
HIT AND RUN	5
LOCK OUT	1
LOUD MUSIC COMPLAINT	1
MISC CALLS	4
MISC POLICE INCIDENT	14
MISSING PERSON	1
PREMISE CHECK	50
PROPERTY DAMAGE	5
RESIDENTIAL ALARM	3
SCHOOL ALARM	1
STOLEN VEH	6
SUBJECT STOP	9
SUSPICIOUS AUTO	26
SUSPICIOUS OCC AUTO	7
SUSPICIOUS PERSON	3
THEFT FROM AUTO	2
THEFT J O	1
THEFT REPORT	1
TRAFFIC COMPLAINT	2
TRAFFIC HAZARD	1
TRESPASSING COMPL	2
UNKNOWN TROUBLE	16
VANDALISM	1
WARRANT SERVICE	1
Total Calls -->	260

***Join us for National Night Out on August
6, 2019 at 6:30 Tayac Park)***

Fortitude Honor Peacemaker Devoted

STATISTICAL REPORT

State Traffic Citations- 264

State Equipment Repair Orders-23

Parking Citations Issued-25

Arrest-6

Impounds-42

Reports-52

Infrastructure Bond Projects

In 2018, the Town was issued an Infrastructure Bond through the Maryland Department of Housing & Community Development, Local Government Infrastructure Financing Program for \$1,000,000.00 to provide funding for much needed roadway improvements in Forest Heights. Many cities and towns use such funding to finance large projects because these programs offer a cost-effective way to finance large public purpose projects like street construction, resurfacing and water and sewer projects.

An internal Committee at Town Hall is conducting on-going meetings to consider the best options for spending the funds so we can get the biggest bang for our buck. The Town Council also has a representative on this Committee from the Public Works and Sanitation Advisory Council.

A number of issues are being considered such as, prioritization of the streets most in need of repair, the degree of repair needed for each street and, issues affecting the condition of streets such as storm water run-off and ground-water concerns.

The Committee elected to begin spending the funds by re-paving the following streets badly in need of repair: portions of Seneca Drive, portions of Ottawa Street and a portion of Fox Way.

The firm chosen to conduct the re-paving (Choice Concrete Construction, Inc.) is set to begin work in mid-August.

North Huron Drive Sidewalk Project (Safe Routes to School)

On February 22nd, the North Huron Drive Sidewalk Project (Safe Routes to School) was put out for advertisement to seek bids for a construction firm to build a sidewalk along the street. This is an important public safety project because it will provide for safe pedestrian traffic along North Huron Drive where no sidewalks currently exist. And perhaps most notable, students in the neighborhood will be able to walk to and from Forest Heights Elementary School without competing with cars on the roadway. Bids were opened on April 19th at Town Hall. Three companies were represented and of the three, Fort Meyer Construction Corporation was considered lowest qualified bidder. The Fort Meyer bid went to SHA for a closer look at qualifications before a contract can be signed and construction begins. The Town received notice (Concurrence in Award Letter) in mid-July that SHA agrees with and approves our selection of Fort Meyer, clearing the way to signing a contract.

Contract drafting and negotiations are currently underway between the two parties and the finalized document will be submitted to the Mayor and Town Council for approval later in August.

Recent Police Department Personnel Action

Ms. Latessa Crawford, Police Clerk/Payroll Coordinator resigned her position effective July 31st. She has decided to move back to her home State of South Carolina to be closer to family. Ms. Crawford served Forest Heights with distinction for fifteen years, was very well liked by all and will be missed by her former co-workers.

The Forest Heights Police Department recently hired a new Reserve Police Officer, Mr. Antoine Williams. He brings significant experience with him to Forest Heights. Mr. Williams graduated from the Ann Arundel Community College Police Academy on June 7th. He also supervised the Code Enforcement Section at the City of Seat Pleasant before attending the Police Academy. Consequently, he is already helping the Police Department with Code Enforcement responsibilities as well as law enforcement.

The purpose of the Police Officer Reserve Program is to provide sworn law enforcement officers to supplement our full-time force with additional part-time manpower to serve and protect the community.

Hill Slide on Sachem Drive

The hill slide along Sachem Drive that occurred last November has been temporarily stabilized. By way of Code provision 20.4 (5) (II) the Mayor executed emergency procurement procedures to install a silt fence which is now in place and keeps the soil from encroaching upon Sachem Drive and surrounding properties. This was an initial and temporary fix to the problem.

The Town has received visits from a County soil engineer who provided us with recommendations on how to respond to the event and has pledged his counsel and expertise until the hill is permanently stabilized. The Town has also spoken with a number of professional engineering firms concerning a permanent solution.

After recent conversations with the Town Attorney regarding this matter, staff learned that the property where the hill slide took place may be owned and maintained by the State Highway Administration. As a result, subsequent and recent meetings between SHA and the Town have taken place in which we requested them as the property owner to permanently stabilize the property.

The SHA is currently reviewing our request and staff was told this week that they are working on a plan to address the problem.

Opioid Litigation in Maryland

On July 24th staff attended a meeting hosted by Upper Marlboro Town Hall to discuss the impacts of the opioid epidemic in Maryland. The meeting featured the law firm of Theodora Oringher which is leading a Consolidated Class lawsuit concerning the economic impact on municipalities as a result of the epidemic. Attendees at the meeting included representatives from: Brentwood, Seat Pleasant, Upper Marlboro and Forest Heights. Our Town Attorney Kevin Best was also there.

The presentation and discussion revolved around the social and fiscal impacts that towns are experiencing and how this lawsuit seeks to obtain rulings by the court to payback towns for resources spent to respond to or combat the opioid problem. (police response, emergency medical response and other factors.) Theodora Oringher wants to know if the abovementioned towns want to join the lawsuit.

Essentially, the lawsuit alleges that opioid manufacturers misrepresented the addictiveness and dependency aspects of the drug in the marketplace and put profits above this.

We were told that there have been approximately 11,000 deaths in Maryland to date related in some way to this problem.

A retainer agreement must be signed by each municipality that wishes to join the lawsuit. Staff is in the process of reviewing this agreement with the Mayor.

Town Council Work Session Report For 8.5.19 (Town Administrator)